

Dexter Downtown Development Authority

MAY 19, 2022 <> 7:30AM

In-Person Meeting

MINUTES

1. Call to Order: Called to order at 7:42 AM on May 19, 2022 by Chairman Doug Finn.

2. Roll Call

Doug Finn – Present

Don Darnell – Absent

Mike Fitzpatrick – Present

Carol Jones – Present

Shawn Keough – Present

Patrick Becker – Absent

Rich Bellas – Present

Mike Penn – Present – arrived at 7:58

Karen Magdich – Present

Phil Mekas – Present

Fred Schmid – Absent

Randy Willis – Absent

Also in attendance: Michelle Aniol, Community Development Manager and Justin Breyer, City Manager and City Clerk.

3. Approval of Minutes from the April 21, 2022 Regular Meeting

Motion Fitzpatrick; support Bellas to approve the minutes of the Regular Meeting of April 21, 2022 as presented.

Unanimous voice vote approval with Becker, Darnell, Penn, Schmid and Willis absent.

4. Approval of Agenda:

Motion Keough; support Magdich to approve the agenda as presented.

Unanimous voice vote approval with Becker, Darnell. Penn, Schmid and Willis absent.

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

7. Treasurer's Report: *Treasurer Mike Fitzpatrick presented the May Treasurer's Report including cash balances and the revenue/expense report.*

a. Consideration: Budget Amendment – regarding Attorney Fees and Community Promotion (moved up from New Business)

Motion Keough; support Bellas to approve the budget amendment to transfer \$15,000 from account #248-248-810.000 (Attorney Fees) to account #248-248-880.000 (Community Promotion)

Ayes: Bellas, Finn, Fitzpatrick, Jones, Keough, Magdich, Mekas, and Penn.

Nays: None

Absent: Becker, Darnell, Schmid and Willis

Motion carries

- b. May Invoice: *An invoice from Spartan Barricades in the amount of \$14,910.00.*

Motion ~~Willis~~Keough; support Penn to approve the May Invoice in the amount of \$14,910.00

Ayes: Penn, Mekas, Magdich, Keough, Jones, Fitzpatrick, Finn and Bellas

Nays: None

Absent: Becker, Darnell, Schmid and Willis

Motion carries.

- c. Treasurer's Report –May 2022

Motion Bellas; support Mekas to approve the May DDA Treasurer's Report.

Ayes: Jones, Mekas, Finn, Keough, Penn, Bellas, Fitzpatrick and Magdich

Nays: None

Absent: Becker, Darnell, Schmid and Willis

Motion carries

8. Correspondence / Communications: None

9. New Business

- a. Discussion: Business Assistance using DDA TIF capture

Ms. Aniol explained the TIF capture and its usage. Discussion followed. Mayor Keough presented City Council's discussion on budget items for FY 2022-2023 and how DDA dollars could be used by the City.

10. Unfinished Business

- a. Consideration: FY2022-2023 Forecast and Budget – DDA Forecast and Budget for FY 2022-2023.

Motion Penn; support Fitzpatrick to approve the DDA Forecast for FY 2022-2023 and recommend the budge for FY2022-2023 to City Council with the following changes:

1) Allot \$100,000 to the 2015 Debt pay-off; and

2) Forecasts in the future to be adjusted to the inflation rate.

Ayes: Finn, Fitzpatrick, Jones, Keough, Bellas, Penn and Magdich

Nays: Mekas
Absent: Becker, Darnell, Schmid and Willis
Motion carries

Motion Keough; support Penn as part of a fiscal end commitment, set aside another \$100,000 for the 2015 Debt pay-off for a pay-off intended in 2025.

Ayes: Bellas, Finn, Fitzpatrick, Jones, Keough, Magdich, Mekas, and Penn
Nays: None
Absent: Becker, Darnell, Schmid and Willis
Motion carries

11. Reports:

a. Mayor– Shawn Keough

Mayor Keough includes his written report per packet and provided the following updates.

- *City Council has been spent a couple of months working on the budget and they anticipate a surplus of funds.*
- *It is believed that Council will request a vote on the Dexter Fire Station in November.*
- *Council did approve the ballot language for the property sale to the DDA.*
- *Dexter Community Schools is proposing a Recreational Millage which would include funding for Seniors.*
- *Infrastructure work on Second Street is going well. Discussion followed.*

b. Staff – Michelle Aniol

Ms. Aniol includes her written report per packet and provided the following updates:

- *Ms. Aniol gave a report on new signage proposed for “Walk Your Bike” in the downtown area. Discussion followed.*
- *Enclosed in the packet are materials regarding “Housing IS Economic Development”. DDA members are asked to read this information.*
- *I will be meeting with the party who has bought the open lot on Baker Road and Mill Creek Brewery personnel.*

12. Chairman’s Report: *Next meeting –June 16, 2022*

13. Non-Arranged Citizen Participation: *None*

14. Adjournment

Motion Magdich; support Fitzpatrick to adjourn the meeting at 8:54 AM.
Unanimous voice vote approval with Becker, Darnell, Schmid and Willis absent.

Respectfully submitted,
Carol J. Jones, Secretary

Approved for Filing, as corrected: June 16, 2022